

**Santa Paula Unified School District**  
**SCHOOL NURSE PERFORMANCE EVALUATION REPORT**

**Preliminary**       **Summative**

Name: \_\_\_\_\_ Evaluator \_\_\_\_\_ Date: \_\_\_\_\_

School: \_\_\_\_\_ Position: \_\_\_\_\_

Observation Dates/Times: \_\_\_\_\_ Conference Dates: \_\_\_\_\_

Status:      Temporary       Probationary 1   
                Permanent       Probationary 2

**1 - Meets Standards    2 - Needs Improvement    3 - Unsatisfactory**

<b>COMPETENCY A: Provides Health and Wellness Services</b>	<b>1</b>	<b>2</b>	<b>3</b>
<ul style="list-style-type: none"><li>• Understands how to provide a wide range of health and wellness services for students and the school community</li><li>• Conducts state-mandated screenings, required immunizations and health education</li><li>• Facilitates student access to health care beyond the school setting</li><li>• Identifies available community health resources</li><li>• Promotes environmental health and safety</li><li>• Exercises leadership with other agencies within the community</li><li>• Promotes healthy nutrition of students and staff, and implementing the overall school health program</li><li>• Promotes the oral health of students</li><li>• Promotes the mental health of students and staff</li><li>• Is alert to potential situations of child abuse/neglect and appropriately reports such situations</li><li>• Recognizes signs and symptoms of substance abuse and makes appropriate referrals</li><li>• Alert to issues of student attendance and intervenes appropriately to promote student attendance</li></ul> <hr/> <hr/> <hr/> <hr/>			

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<b>COMPETENCY B: Provides Direct Client Care Services</b>	<b>1</b>	<b>2</b>	<b>3</b>
<ul style="list-style-type: none"> <li>• Demonstrates the ability to provide healthcare services to students and emergency and/or first aid assistance to others in the school setting</li> <li>• Understands how to manage the acute and chronic healthcare of all students including those who are medically fragile</li> <li>• Understands the case management process and can appropriately apply that process to the school setting</li> <li>• Understands the process of identifying/responding to the potential spread of communicable disease and applies appropriate preventive measures</li> <li>• Effectively manages and implements health screening programs and procedures</li> <li>• Assesses and appropriately manages acute injuries that occur in the school setting</li> <li>• Appropriately stores, manages and dispenses medications to students and documents medication administration within the school setting</li> <li>• Appropriately identifies crisis situations and provides intervention services</li> <li>• Identifies and addresses health-related barriers to learning (e.g. food allergies, asthma, diabetes, seizures, headaches, ADHD)</li> </ul> <hr/> <hr/> <hr/> <hr/>			
<b>COMPETENCY C: Demonstrating Professional Management Skills</b>	<b>1</b>	<b>2</b>	<b>3</b>
<ul style="list-style-type: none"> <li>• Demonstrates the ability to use professional knowledge and skills to promote the overall health of the school community</li> <li>• Advocates appropriately with students, family, community and others to promote healthy behaviors and lifestyles</li> <li>• Uses and models evidence-based health care practices in the delivery of school nursing services</li> <li>• Communicates effectively in writing and can make clear oral presentations to a wide variety of audiences</li> <li>• Organizes and maintains accurate and complete health records</li> <li>• Uses time effectively and manages fiscal and personnel resources prudently</li> <li>• Demonstrates the ability to train, supervise and monitor others who may assist with medical administration and may provide specialized physical health care procedures to students</li> <li>• Demonstrates the ability to work in a collaborative and collegial manner with others</li> <li>• Working with colleagues to improve professional practice</li> </ul> <hr/> <hr/> <hr/> <hr/>			

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**INSTRUCTIONS:**

1. Commendations and recommendations must include those relative to the standards.
  2. Comments that indicate a need for improvement **MUST** be specific in nature and recommend methods of improvement.
  3. Comments that indicate exceeds standards should be specific in nature and show evidence of exemplary performance.
  4. Additional pages may be added.
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**NARRATIVE COMMENTS:**

**OVERALL EVALUATION:**

- Meets Standards
- Needs Improvement
- Unsatisfactory – Does Not Meet Standards

**RE-EMPLOYMENT RECOMMENDATION:**

- Retain
- Do Not Retain
- Retain with Improvement Plan
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SIGNATURES                      EVALUATOR \_\_\_\_\_ DATE \_\_\_\_\_

SCHOOL NURSE \_\_\_\_\_ DATE \_\_\_\_\_

\*\*A copy of this evaluation will be placed in your personnel file. You have the right to respond within ten (10) days and your response will be attached to your evaluation. Your signature on this evaluation does not necessarily signify agreement with the evaluation, only that it has been reviewed with you and that you have received a copy.